



Charges and Remissions Policy

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1. Purpose

This policy sets out the school's approach to charging for activities and the circumstances in which charges will be remitted. The aim is to ensure fairness, transparency, and compliance with statutory requirements.

2. Legal Framework

This policy complies with Sections 449–462 of the Education Act 1996 and reflects the Department for Education (DfE) guidance 'Charging for School Activities'.

3. Activities the School Cannot Charge For

- Education provided during school hours
- Materials, books, instruments, or equipment required for curriculum learning
- Entry for prescribed public examinations where the pupil has been prepared at school
- Examination re-sits under specific criteria
- Transport between sites arranged by the school
- School-time curriculum-based visits

4. Activities the School Can Charge For

- Optional extras not part of the National Curriculum
- Board and lodging for residential visits
- Costs related to extended services such as wrap-around or childcare
- Individual or small-group music tuition
- Deliberate damage to property or loss of school items

5. Voluntary Contributions

The school may request voluntary contributions for activities that cannot be funded entirely from the school budget. No pupil will be excluded from an activity due to non-payment; however, activities may be cancelled if voluntary contributions are insufficient.

6. Residential Visits

Charges may apply for residential visits that take place outside school hours or are not part of the National Curriculum. Board and lodging may be charged, but remissions apply as outlined in Section 7.

7. Remissions

Families eligible for Free School Meals (FSM), Pupil Premium, Children Looked After (CLA), or those experiencing hardship may receive remission for board and lodging or other identified costs. Requests are handled confidentially.

8. Music Tuition

Charging applies to individual or small-group instrumental tuition. Whole-class instrumental teaching during curriculum time is free of charge.

9. Breakages and Damage

Charges may be made for deliberate damage to school property or loss of school resources.

10. Monitoring and Review

The Governing Body reviews this policy annually.